

## **Meeting Minutes**

### **Attendees:**

Monica Dzialo, Chair, ORS	Julie Piccolo, Dorcas Int'l Inst. of RI
Cheryl DaCosta, Tech Collective	Joe Agresti, LMI, DLT
Liana Fenton, Middletown School Board	Kristie Costa, RIHA
Jill Holloway, RIAEPDC	Sharon Miles, CCRI
Lori DiPina, DCYF	Carlos Ribeiro, WPGRI
Lynn Watterson, CCRI	Robin Adams, PDC
Robin Smith, CCRI	Pat Pelletier, GWB
Dave Marland, Local 51	Chris Matteson, RIMA
Doug Tingle, OPC	Dan Toussaint, RIMA
Linda Larsen, Senedia	Lisa Tomasso, TPC/Recovery Works
Chris Tanguay, DLT	Laura Carbone, Stepping Up
Brian Dursi, RIMTA	Vanessa Cooley, RIDE
Jen Giroux, RIC	Kim Stack, URI
Rick Brooks, GWB	Judith Fox, BHDDH
Ken Findly, DOC	

### **1. Introduction**

Chair Monica Dzialo welcomed everyone to the meeting then asked everyone to introduce themselves.

### **2. CPAC Member Presentation – TECH Collective – Cheryl DaCosta**

C. DaCosta presented a general overview of the IT Industry. Cheryl explained the main areas are information support and services, Interactive media, network systems and programming and software development. IT is one of the fastest growing occupations in the nation as well as RI. 98% of all businesses use IT. Cheryl presented a graphic of a Networking career pathway and discussed some of Tech Collective's career pathways pipeline and activities which include:

- Youth-Career Awareness and Exploration (STEM and IT)
- Individuals in Post Secondary Degree Programs
- Adults-Unemployed, Underemployed, Career Changers
- Incumbent Workers

The primary way Tech Collective works with employers is by using an Industry Advisory Council. The Advisory Council is made up of employers from the IT industry and is the driving force of what Tech Collective does. They use the Advisory Council to determine what direction to go in with their programs and grants, to do skills gap studies, to determine the needs of the employers.

**Tech Force RI** – four year grant for \$7.5 million dollars. The grantee is the Workforce Solutions of

Providence/Cranston who is the grant and financial administrator and the Workforce Partnership of Greater RI who is doing the programming part of the administration of the grant. Tech Collective will be providing the services. This grant is to place long-term unemployed and underemployed to be able to get IT positions. This comes from the H1B Visa Grant. Cheryl explained the eligibility criteria of the grant and strategies of the grant. Please visit <http://techforceri.org/> for more info.

### **3. Reporting Out – Updates on Career Pathways throughout the Year**

Kristen McKenna asked the committee to report out on career pathways within their organization.

- Robin Smith, Sharon Miles and Lynne Waterson – CCRI - reported that RI is one of the states that received a Technical Assistance Grant. The Office of Career Pathways has been around for 5.5 years. At the Community College, the focus has been to prepare people for secondary education and careers, the career pathways theme is expanding into the GED preparation program so instead of just preparing people to pass the GED and go into college. They begin by completing a foundational self-assessment. CCRI is also contextualizing the curriculum in the months ahead to focus on what is needed for success in the workplace. 40 % are unemployed adults in a 20 hour program for 12 weeks.
- Robin Adams - RIDE went through a state-wide survey and needs assessment to see what the career pathway looked like and where the expertise is and where it is lacking. They are now in year two, which is developing the State Plan. RIDE is developing a state template that will support the State Plan. RIDE started to do site visits to Adult Ed agencies around the state to customize their intake process. There are also trainings being scheduled in collaboration with DLT that focus on labor market information.
- Jen Giroux - RI College – A RJRI Grant recipient in the health career industry and will be able to align non credit and credit bearing certificates with degree programs at RI College in the health care field.
- Lisa Tomasso – TPC - with GWB funds, the Providence Center Created a career pathway for 60 recovering addicts to become Recover Coaches/Specialists leading to a Licensed Chemical Dependency Professional certification.
- Judy Fox – BHDDH - Developed a curriculum that looks at the field from mental health and substance abuse disorder perspectives, in the infancy stage. They developed some tools to be able to track peers who are working in the field, from the time they become interested and take a class, some certifications, placements, what is good, what needs to be tweaked. Also developed a tool to track how consumers feel about services they are getting from peers. The issue is trying to coordinate it all and building the strong foundation to build on is difficult.
- Julie Piccolo – Dorcas Int'l - Big gap for services for folks who do not speak English as a first language in receiving behavioral mental health so part of the mission of Dorcas International is to work with different partners to create some state standards for medical interpreters; there really are none.
- Jill Holloway – RIAEPDC - have been working with Higher Ed Institutions and CCRI to create a Center to reach out to people in the state who have some credits and no degree where anyone can go. There was a Welcome Back Center at Dorcas but it is not there any longer.
- Doug Tingle – OPC - Commissioner has been spending a lot of time on the CCRI campus in Westerly that will be 50% training for Electric Boat in the fields of welding, pipe fitting and electrical. There will be room for other potential industries and training. It is on course to start in September of 2016.
- Linda Larsen – Senedia - RJRI Grant recipient – CCRI is one of the partners and the campus is in Newport. They are developing career pathways for not only individuals but also teachers and faculty. They are partnering with RI State Police, doing CISCO training for teachers in high schools partnering with URI, offering cyber security classes in high schools. Undersea technologies is another career pathway.

- Rick Brooks – GWB - mentioned how the Governor’s Workforce Board has been working with the two Local Workforce Boards to develop relationships between the Youth Centers and the Career and Technical Schools, particularly after hours so out of school youth who are not working and not attending school can attain school training, experiential learning and connections to jobs.
- Dave Marland - Local 51- working with Progreso Latino to identify a continuum for construction trades for ESL students
- Robin Smith – CCRI - The Goal of the WCE is to identify where programs are in terms of workforce development and career pathways development so programs would either be emerging, developing or established. With the three categories they would like to have the opportunity to match programs with business reps through the industry partnerships, to establish mentoring relationships and to be able to serve learners more effectively in their respective goals.

#### **4. Homework – Key Elements of Career Pathways**

K. McKenna asked the Committee to review the handout, Key Elements of Career Pathways **and if it applies to your organization, fill in the document to the best of their ability and return it to her prior to the next meeting.** She will take the comments hand written and transcribe them or submitted to her electronically. She explained that she wants this be easy to do for the committee and feels that this will be a valuable tool. While this is part of examining a micro(program level) process, this assessment will be helpful because the next steps for the CPAC are looking at a bigger system and assessing how well the CPAC is prepared to handle the the career pathways that WIOA, the Governor’s Office and industry are asking the Committee to develop. The Career Coaching Standards Quick Guide, also in the packet, is one of the pieces of this.

K. McKenna stated that she would like to start a sub-committee on career coaching and career development and asked for volunteers. Please let Pat Pelletier or Kristen know if you would like to volunteer.

R. Smith commented on the new WIOA requirements of tracking and that many do not have the resources or staff to do the tracking institutionalize data tracking for 9000 plus students that is required. She asked the Committee if anybody has a way of tracking on career pathways.

K. McKenna called attention to the flowchart in the packet that was created for Heather Hudson in the Governor’s Office. Connections from the individual, to program providers and all the people they touch in between and to employers; ways that can be learned to simplify the path and connect it better. This is the goal of a macro system of what career pathways will do in the state.

K. McKenna called attention to a flow chart created by the Department of Labor describing the six key elements of career pathways; Building cross-agency partnerships, Identifying sector or industry, Designing programs, Identifying funding needs, Aligning policies and programs and Measuring system change and performance. She said the next step will be to move in the direction of forming another committee or changing the structure of the current group to have an active working group on what is the system and how is the system working.

R. Brooks – Great assortment of programs but we don’t have the connections between those programs. We actually can’t track people as they move from TANF, ORS, RIDE; we don’t have unified MIS systems. He reported that though the solutions are not yet identified the administration is keenly aware of the challenge; the Governor is very serious about accountability. This is the right time to be driving these issues.

With no further business, the meeting was adjourned.

Respectfully submitted,

Patricia Pelletier